



## **Sustainable Building Intern**

Volunteer Position

*Open Until Filled*

**DEPARTMENT:** Public Works – Environmental Programs

**LOCATION:** Development Service Center

**TERM OF ASSIGNMENT:** May – September, 2010 (flexible)

**HOURS PER WEEK:** 15-20 hours per week

**COMPENSATION:** Volunteer

### **ABOUT THE DEPARTMENT**

The Environmental Programs Division develops and implements a wide variety of environmental protection programs designed to promote the health of the community and the environment. With the City's adoption of the Environmental Agenda in 2007, the Division now implements several new programs designed to lessen the impact that Morgan Hill residents and businesses have on the local and global environment. These include programs to enhance air quality, conserve energy, reduce the community's carbon footprint and make greener purchases.

### **EXAMPLES OF DUTIES**

- Conduct research and a literature review on programs and activities other communities are employing to market their sustainable building requirements
- Apply research results to the specific attributes and resources of the Morgan Hill community and the City's adopted sustainable building ordinance
- Prepare detailed recommendations on the steps the City could take to best market sustainable building

If time allows, the intern will begin implementation of the recommendations. The goal of this internship experience is to provide detailed recommendations that City staff and the Council can use to assist in implementing the City's Environmental Agenda.

### **QUALIFICATIONS**

- Related undergraduate coursework preferred
- The ideal candidate will have familiarity with modern research methods, the ability to analyze opportunities and constraints, and the aptitude to prepare written materials at a near-professional level
- Successful completion of a Department of Justice criminal records history check and reference check required prior to hire

### **APPLICATION PROCESS**

**Submit Application, Resume, and Cover Letter to:**

City of Morgan Hill  
Human Resources Office  
17555 Peak Avenue  
Morgan Hill, CA 95037

### **WORKFORCE DIVERSITY**

The City of Morgan Hill supports work force diversity. Women, minorities and individuals with disabilities are encouraged to apply.